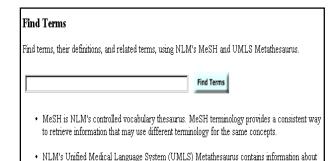
FIND TERMS

Use Find Terms to create more precise search strategies by browsing for search terms with definitions, subheadings, and related terms from the National Library of Medicine's Medical Subject Headings (MeSH) and Unified Medical Language System (UMLS) Methathesaurus.



Clicking on the **Find Terms** button located on the Gateway Features bar will open the Find Terms screen, where you can look for these terms.

SEARCH BY FIELDS

biomedical concepts and terms from many sources.

You can search by specific fields (e.g. Author, Title). Enter the desired search field qualifier or name in square brackets **after** the search term(s), e.g. "herbal supplements" [title].

Author names should be entered last name followed by initials (no punctuation), "*smith jb*" [au]. Please note, enclose author names in quotes. A complete list of search fields and allowable qualifiers can be found in Help.

LOCKER AND PREFERENCES

The Locker is a permanent place to store selected search items for printing, downloading, or ordering. To select items for your Locker, click on the check box beside the intended item(s) and then click on the **Put in Locker** button.

Clicking on the **Preferences** button gives you a wide range of options to personalize the Gateway. You can customize the data elements of the brief or expanded display, as well as your limits, results screen, download options, and locker settings; you can also change your password. These preferences can be applied to your current search session only, or saved for use with future Gateway sessions.

Note: You must login to use either the Locker or Preferences with a User ID and Password you create. *Hint:* You may be able to use your Loansome Doc ID and Password to login (see below for more information on Loansome Doc). *Registration is free.*

FULL TEXT OF JOURNAL ARTICLES

One way to obtain the full text of journal articles is by using the Loansome Doc order feature available through the Gateway's Locker. Loansome Doc allows users to order full text copies of articles from a local medical library (local fees and delivery methods may vary).

Users **must** register to use this service. *Registration is free*. To register, first call your Regional Medical Library at **1-800-338-7657** for a referral to a Loansome Doc participating library or find one online at **http://www.nnlm.nlm.nih.gov/members/**. Click on the **Order Documents** link under *Other NLM Resources* on the side

Once registered, you can order items from your Locker that have a green checkmark symbol. Select items to be ordered and click on the **Order Documents** button to start the ordering process via Loansome Doc.

Created by Daniel Dollar, MLS, Education Coordinator, NN/LM NER. The brochure is available for free reproduction at http://www.nnlm.nih.gov/nnlm/online/gw/gwtri.pdf a PDF file.

University of Connecticut Health Center serves as the Regional Medical Library for New England as part of the National Network of Libraries of Medicine. This program is coordinated by the U.S. National Library of Medicine and carried out under contract number NO1-LM-6-3528

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bar for more information.



GATEWAY BASICS

NLM Gateway is available free on the Internet at: http://gateway.nlm.nih.gov

GATEWAY FEATURES

- ➤ Simultaneous searches of U.S. National Library of Medicine Tetrieval systems.
- ➤ Free access to the following databases:

 MEDLINE® (via PubMed), OLDMEDLINE®,

 LOCATOR plus® (NLM Library Catalog), AIDS

 Meeting Abstracts, HSRProj®, and

 MEDLINE plus® (Consumer Health Information).
- ➤ Select vocabulary terms from the NLM's Medical Subject Headings[®] (MeSH) and Unified Medical Language System (UMLS) Metathesaurus[®].
- ➤ Document delivery (Loansome Doc®) service available.

ASSISTANCE AND TRAINING

Help or **FAQ** links on the side bar for help instructions.

The National Network of Libraries of Medicine® is an outreach program of the U.S. National Library of Medicine and provides assistance and training nationwide, you can call toll-free at 1-800-338-7657 or contact us online at http://www.nnlm.nlm.nih.gov.



The NLM Gateway Search page consists of a banner with the search box and the Gateway Features bar located immediately beneath. A side bar has links to help information and other NLM Resources. You can link to the NLM, NIH and HHS home pages or contact NLM Customer Service from the bottom of the page.

To search the NLM Gateway, enter the word or phrase you wish to search by typing into the text box and clicking on the **Search** button. **Please note**, enter multi-word search terms or phrases in quotes, e.g. "dietary supplement."

RESULTS SUMMARY

Once you have run a search, NLM Gateway displays a Results Summary page with items from various datasets (or collections) listed out by category. To explore the results from any category, click on the corresponding **Display Results** button. You can return to the Results Summary page to view items from other categories by clicking on the **Results** button on the Gateway Features bar.

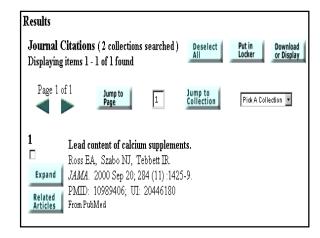
Results Summary

Category	Items Found	Actions
Journal Citations	173	Display Details of Search
Books / Serials / AVs	3	Display Details of Search
Meeting Abstracts	2	Display Details of Search
Databanks	0	Display Results Details of Search
Consumer Health	3	Display Details of Search
Total	181	

Click on the **Details of Search** button if you wish to see exactly how Gateway ran the search you entered. On the Details of Search page is a **URL** button that converts your entire search to a **URL** or Internet address, which you can then bookmark with your Web browser. This allows you to rerun your search at a later date.

RESULTS

Clicking on the **Display Results** button from the Results Summary will open a results page with numbered records in a brief display format in groups of twenty per page. An **Expand** button provides a more complete display. In addition, PubMed records may have a **Related Articles** button for you to identify similar items from that collection.



You can navigate your results by using the page **Arrows**, **Jump to Page** button, or **Jump to Collection** button that allows you to go directly to the results from another collection or dataset within the same category.

DOWNLOAD OR DISPLAY

Use the **Download or Display** button to manipulate multiple items at one time. You can fetch up to 500 items at a time, pulling these items from a specific category, items you have already selected or from your Locker (a place to permanently store items).

Download or Display			
NOTE: The maximum number of items for downloading is 500 . Downloading hundreds of items may take several minutes.			
Starting with item 1 fetch 20 items.			
Results from Journal Citations	Details Brief		
Destination Display in Browser	Format Unlabelled •		
Address if sending via email	Download or send as Text		
Go			

You determine a destination from the following options: Display in Browser, Display for Printing, Save to File and Send via Email. Gateway also allows you to determine the items display format. Click on the **Go** button once you have made your selections.

LIMITS

You can limit a search to a specific category, such as consumer health (MEDLINE*plus*), restrict to English language items, change the number of records displayed per page, or limit by publication date.

Enter your search terms and then click on the **Limits** button. Once you have made your selections, click on **Search** to get results. You will note a checkmark and the word *Limits* appearing below the search function buttons. To remove limits from a search, click on the checkmark to remove it and then click on **Search**.

HISTORY

The History function keeps track of your last 25 searches and numbers them, allowing you to go back to earlier searches and combine or modify them. You combine searches using the pound (#) sign followed by the search number, and then one of the connector words AND, OR, NOT. Connector words should be in all uppercase letters (e.g. #2 AND lung).